Basin Study Work Group Steering Committee (BSC) Meeting

May 15, 2015, 1:00 pm - 3:00 pm
DeArmond Room, Deschutes Services Building, 1300 NW Wall Street, Bend, OR 97701

ATTENDANCE

Shawn Gerdes, Arnold Irrigation District
Betty Roppe, Central Oregon Cities Org. & City of Prineville
Craig Horrell, Central Oregon Irrigation District
Adam Sussman (phone), City of Bend
Richard Ladeby, City of Madras
Chris Gannon, Crooked River Watershed Council
Tod Heisler, Deschutes River Conservancy
Terry Smith, Lone Pine Irrigation District
Tom Davis, Native Reintroduction Network
Tom Bennett Natural Resources Conservation Service
Mike Britton, North Unit Irrigation District
Mike Kasberger, Ochoco Irrigation District
Kyle Gorman, Oregon Water Resources Department
Marc Thalacker, Three Sisters Irrigation District
Pamela Thalacker, Three Sisters Irrigation District
Mike Tripp, Trout Unlimited
Doug DeFlitch, Bureau of Reclamation
Jason Gritzner, US Forest Service
Jeff Wieland, Upper Deschutes River Coalition
Rex Barber, Water for Life
Ken Rieck, Tumalo Irrigation District
Mark Reinecke, Avion Water Company
Bill Duerden, City of Redmond
Robert Spateholts, Portland General Electric
Bonnie Lamb, Oregon Department of Environmental Quality
Jennifer O'Reilly, U.S. Fish and Wildlife Service

Member Organizations Not Present
Bend Paddle Trail Alliance
Central Oregon Fly Fishers
Deschutes County
Swalley Irrigation District
Upper Deschutes Watershed Council
WaterWatch of Oregon

Also Attending:
Paul Lipscomb, Oregon Land and Water Alliance
Scott Nelson, Filmmaker: Riviere De Chutes
Jim Powell, member of public

In addition, Niklas Christensen, contractor with Watershed Professionals Network, attended to discuss his scope of work. Kate Fitzpatrick, Deschutes River Conservancy, attended as Process Co-Coordinator. Kelsey Wymore, Deschutes River Conservancy, attended and took notes.

AGENDA

The group used the following agenda as a guide during their meeting:

1. Welcome, Self-Introductions, and Approval of Minutes
2. Charter Revision
3. Discussion with Niklas Christensen: approach & deliverables for project management plan
4. Future Basin Study Process
5. Public Comment

6. Next Steps
7. Meeting Evaluation

WELCOME, INTRODUCTIONS, AND MINUTES

BSC Chair Craig Horrell welcomed everyone. Kate and Craig asked everyone to introduce themselves and explain what they hope to get out of BSWG and what their role is. Here is what the group members hope to see:

- Obtain good climate data
- Obtain fish data that groups agree on
- Identify projects and follow through
- Move closer to what the Upper Deschutes and entire Basin use to be
- Preserve water rights and utilize water for all needs in Central Oregon
- Increase our storage
- Increased winter flows in Deschutes below Wickiup while providing supply for irrigation districts
- Confidence that BSWG can be the base for solving issues in the Basin
- Shore up water rights and participate in helping the area with water needs
- Exploit great potential the Deschutes River has with large scale management opportunities – no micromanagement.
- Restore flows and improve water quality in the basin. BSWG gives the opportunity to tackle complexity that is difficult for smaller entities to attempt. Collaborative work for the better of the Basin.
- See it develop ideas and tools without bringing harm to others and meeting needs of all water users
- Learning what we don't know will spark new ideas
- See that the public gets involved and this process is a community effort
- Happy to see BSWG move on from discussion to action.
- Educate the public
- Colder water and more flow in Whychus creek to support a healthy fish population and the importance of groundwater
- Carry out the activities and objectives described in the study. Everyone gains without leaving anyone behind.
- Find greatest good as it relates to water. Would like to see flow restored to river to the extent that would help support the river system and users.

Meeting Minutes Approval

The minutes from the April 7, 2015 meeting were approved with no objection (**All green cards).**

Next Meeting Announcement

The next meeting is proposed for June 8th from 1-4PM. The location has not been confirmed; Kate will send out an email and calendar request soon.

The final MOA and POS have been executed. Kate brought 10 hard copies; contact her if you need one in the future.

CHARTER REVISION

As per the group's decision on April 7, 2015, Ryan Houston, Marc Thalacker and Betty Roppe were added to the Planning Team, and Kate revised the charter to include the following language in Section 2(d): "The composition of the Planning Team can be changed by approval of the Steering Committee." The Planning Team now consists of Craig Horrell, Mike Britton, Tod Heisler, Adam Sussman, Kate Fitzpatrick, Ryan Houston, Marc Thalacker and Betty Roppe. Mike Relf makes himself available for Planning Team meetings when relevant. **(Revised Charter is Attachment B).**

DISCUSSION WITH NIKLAS CHRISTENSEN & FUTURE BASIN STUDY PROCESS

Kate described what Niklas has been doing thus far to become familiar with the Basin. Kate asked the group to speak up if they would like to help inform Niklas of anything she may have left out.

Niklas said he's still getting acquainted and can see quite a bit of work has already been done in the basin. He thinks the tasks this group identified makes good sense and has started formulating thoughts for discussion. He is still thinking through some of the tasks, like the instream tasks, and will meet with those partners on the 27th to talk through this further. The spreadsheet titled Potential Deschutes Basin Study RFQ's and Schedule (**Attachment C)** begins to identify needed RFQs and puts them on a timeline. The Draft Deschutes Questions **(Attachment D)**, which Niklas acknowledged was a partial list, was to illustrate how certain RFQs relate to answering key questions that have been identified in the Basin Study.

Discussion included:

Niklas went into brief descriptions of each section. He brought up that the group needs to choose a timeframe for climate modeling. He noted that 2030 to 2060 is a common range.

Hydrology/Groundwater Modeling: These models are just basic math that simulate existing conditions. Once complete, we can go in and change things around. MODSIM could be an option because there are so many interested parties here that may want to use it in the future and it is free. Riverware, on the other hand, costs $5,000/year to have. The Bureau needs to make these decisions with this group and OWRD input.

Marc asked if temperature is included in the modeling. Niklas explained there is a temperature component to the models, but these aren't yet ready for primetime. Groundwater hydrology modeling is already being done by USGS. Niklas noted that he has some tasks in his list that the Bureau doesn't normally do, but would like them to consider.

Niklas broke enginering into two RFQ's: Engineering #1 would use some straightforward approaches for piping costs, water conserved, seepage loss, etc. Engineering #2 would look at other options to increase efficiencies, like metering, re-reg reservoirs, soil sensors, pump-back facilities etc… Niklas has talked with the Farmers Conservation Alliance out of Hood River, which has some funding from The Energy Trust to do this kind of work, and there may be opportunities to bring related funding and expertise to the Engineering #2 scope.

RFQ #4: ecological assessments. Niklas initially thought this area was light. This is something he is still thinking through. The IFIM studies are beneficial. There may be a way with no additional cost to do a little bit more. Streamflow versus temperature has been done empirically. It would be helpful to include this in the Bureau model, but they won't interpret it. We will need someone to interpret it.

RFQ#5. This scope would look at social and economic aspects of increasing efficiencies, as well as governance/legal issues with some options to generate and move around water.

The Project Management Plan ultimately like everything linked together with a solid plan and action items to put into place.

Study money will go further if we can do some things in-house and avoid using a consultant for every task. Niklas will take this time to see what has been done in each RFQ. He will also evaluate how much should be involved in each RFQ.

Niklas asked if anyone has any questions. Kate explained that this is a high level introduction for people to red flag anything missed etcetera.

Kyle wanted to know who makes decisions for the Basin Study. Craig said the planning team will make recommendations for higher level decisions and bring these to the group. Kate said once we have a project manager, (not on the federal side) this person may be making some decisions, particularly if they are technical are consistent with the will of this group. In some cases, the project manager should have a brief recommendation for the group to consider for certain decisions. We will strive to balance keeping the group involved but not micro-managing every decision.

Marc suggested that we are paying Niklas to put together a detailed work plan so we can address many of these issues in advance. Having a work plan going forward is essential.

Tom Davis said he is surprised how good these meeting have worked because of the personal connections. He commended Niklas on his job getting up to speed on the Basin.

Chris would like to see a couple more months added to the end of the process on the spreadsheet Niklas provided. Niklas clarified that this is a rough draft and acknowledged this is good to bring up and address.

Tod wants to reiterate what Marc said. His hope is that we can extend some trust to the project manager so he can execute what we have set forth. Also, we should trust that the manager will bring any issues and concerns about decision making to the group. He is hoping that the expert team will take on this task and give BSWG a break. This will allow study team and project manager to work without being micromanaged by the group.

Jim said he thinks the group is working well and communicating well enough to have good progress.

Craig said Niklas has some meetings the week of May 25th. He will join us again June 8th. Niklas will provide us with the scopes for the RFQs after which BSWG will move forward with hiring the Study Team.

PUBLIC COMMENT

Scott noted that he has been spending a lot of time in the mountains and has been observing shocking change. Elk Lake and Sparks Lake are 4 feet below normal. He asks that climate change be an important factor in this study.

Marc agreed with Scott and explained that this years' snow pack is very dismal and worse than 1979.

Rex was concerned about using 1980 in the climate analysis because it was a wet year. He thinks if we can go back 30 years, it will be beneficial. Niklas will follow up with the Bureau of Reclamation in their discussions of which historical data to use.

NEXT STEPS

Agenda for June 8th:

The group is looking forward to what Niklas can come up with in this limited timeframe to present June 8th. The planning team still needs to propose a framework for its communications subgroup.

The DRC will aim to bring the group a proposal for process coordination. Alyssa Mucken, from OWRD in Salem, may come back to discuss the opportunities associated with the Integrated Water Resources Management planning (place-based planning and SB839 funds).

Chris would like to know how much flexibility is in the agreement. Niklas said the Bureau can say no, but probably won't if the specifics are explained and have good reason. Kate added that there is a detailed Change Management Policy in the Plan of Study.

Kyle added that there is a rules hearing next Wednesday, May 20th at 5PM at the Double Tree in Bend for how SB839 funds will be allocated.

Meeting adjourned by Craig Horrell.

MEETING EVALUATION

Members were provided forms on which to write one piece of feedback about what they liked about the meeting, indicated below with a plus symbol (+), and one piece of feedback about what they would like to change for the next meeting, indicated with a delta symbol (Δ). Each check mark (✓) indicates that someone repeated an item. The following comments were received.

+	Δ
+ Documents distributed	Δ Snacks
+ Great presentation	

ATTACHMENT A: BSC ACTIVE MEMBERS LIST

From Section 3.a of the Charter: "If a member organization does not participate in decision-making at two consecutive meetings by attendance or by email (see 4.a.vi), that organization cannot participate in decision-making until after it participates at two of the prior four meetings."

Organization	2/3/15	3/3/15	4/7/15	5/15/15
Arnold Irrigation District	P	P	P	P
Avion Water Company	P	P	P	P
Bend Paddle Trail Alliance				
Central Oregon Cities Organization	P	P	P	P
Central Oregon Flyfishers	P	P	P	
Central Oregon Irrigation District	P	P	P	P
City of Bend	P	P	P	P
City of Madras		O	P	P
City of Prineville	P	P	P	P
City of Redmond	P	P		P
Crooked River Watershed Council	P	P	P	P
Deschutes County	P	P	P	
Deschutes River Conservancy	P	P	P	P
Lone Pine Irrigation District	P	P		P
Native Reintroduction Network	P	P	P	P
Natural Resources Conservation Service	P		P	P
North Unit Irrigation District	P		P	P
Ochoco Irrigation District	P	P	P	P
Oregon Dept. of Environmental Quality	P	P		P
Oregon Water Resources Department	P	P		P
Portland General Electric	P	P	P	P
Swalley Irrigation District	P	P	P	
Three Sisters Irrigation District	P	P	P	P
Trout Unlimited	P	P	P	P
Tumalo Irrigation District	P	P	P	P
U.S. Bureau of Reclamation	P	P	P	P
U.S. Fish and Wildlife Service	P	P	P	
U.S. Forest Service	P	O	P	P
Upper Deschutes River Coalition	P	P	P	P
Upper Deschutes Watershed Council	P	P	P	
Water for Life	P	P	P	P
WaterWatch of Oregon	P	P	P	

ATTACHMENT B: BASIN STUDY WORK GROUP CHARTER

Approved by the BSWG Steering Committee on September 23, 2014
Revised by BSWG Steering Committee approval April 7, 2015

1. Purpose

BSWG's purpose is to manage a Basin Study with the Bureau of Reclamation that builds upon past work to update groundwater and surface water models, develop a basin-specific climate analysis, update supply and demand projections, and identify specific actions that can be taken to resolve water issues in the basin. Study results will be used to build a long-term basin water management plan to guide sustainable water management actions in the future. The study brings together a diverse set of stakeholders to seek specific solutions for resolving water supply and demand imbalances for agriculture, municipal, and instream uses in the Upper Deschutes River Basin.

Basin Studies address basin-wide efforts to evaluate and address the impacts of climate change. The Bureau of Reclamation funds comprehensive water studies that define options for meeting future water demands in river basins in the western United States where imbalances in water supply and demand exist or are projected. Each study includes four key segments:

- State-of-the-art projections of future supply and demand by river basin.
- An analysis of how the basin's existing water and power operations and infrastructure will perform in the face of changing water realities.
- Development of options to improve operations and infrastructure to supply adequate water in the future.
- Recommendations on how to optimize operations and infrastructure in a basin to supply adequate water in the future.

All references to supply and demand in this document include agricultural, municipal, and instream.

2. Structure and Function

a. The goal of the BSWG structure is to promote completion of the Basin Study, to be open and inclusive, and to encourage diverse viewpoints.
b. BSWG consists of a Steering Committee, a Planning Team, and Subgroups.
c. Steering Committee
   The Steering Committee has a defined membership that includes agriculture, municipal, and instream interests.
d. Planning Team
   i. The Planning Team for the Steering Committee is comprised of the Chair, the Co-Coordinator(s), the Chair of the Deschutes Basin Board of Control, the Executive Director of the Deschutes River Conservancy, a representative of municipal water users, and the Facilitator. The composition of the Planning Team can be changed by approval of the Steering Committee.
   ii. The Planning Team will suggest to the Steering Committee the design of process, meetings, and agendas; may offer recommendations to the Steering Committee on issues or procedure; and will provide other support to the BSWG as outlined in this Charter or as appropriate.
   iii. The DBBC Chairman (or designee) is the official point of contact with the Oregon Water Resources Department and the Bureau of Reclamation regarding funding agreements and fiscal management for the Basin Study.

e. Subgroups
   i. Subgroups send recommendations to the Steering Committee for consideration.
   ii. The three current Subgroups are Upper Deschutes Basin, Whychus Creek Basin, and Crooked River Basin.
   iii. Subgroups can create and disband subcommittees and technical committees.
   iv. The Steering Committee can create and disband Subgroups.

f. Fiscal agent and applicant
   The Deschutes Basin Board of Control, on behalf of BSWG, is the applicant for the Basin Study, and will serve as fiscal agent for the Basin Study.

3. Representation

a. Steering Committee Members
   Each of the following organizations will be formally invited to be a member of the BSWG Steering Committee and to designate a representative and an alternate to represent it at Steering Committee meetings. Alternates are expected to have an up-to-date understanding of the work of the Steering Committee so they can fully participate when called on to do so.

   Once a member agrees to join, the Co-Coordinators and the Facilitator will communicate with any member whose representative(s) do not attend a meeting(s). If a member organization does not participate in decision-making at two consecutive meetings by attendance or by email (see 4.a.vi), that organization cannot participate in decision-making until after it participates at two of the prior four meetings. The Process Co-Coordinator or Facilitator is responsible for keeping track of members, approved representatives, and attendance records.

Irrigation Districts
Arnold Irrigation District
Central Oregon Irrigation District
Lone Pine Irrigation District
North Unit Irrigation District
Ochoco Irrigation District
Swalley Irrigation District
Three Sisters Irrigation District
Tumalo Irrigation District

Local Government
Central Oregon Cities Organization
City of Bend
City of Culver
City of La Pine
City of Madras
City of Maupin
City of Metolius
City of Prineville
City of Redmond
City of Sisters
Crook County
Deschutes County
Jefferson County

Tribal Government
Confederated Tribes of Warm Springs

Interested Organizations
Bend Paddle Trail Alliance
Central Oregon Flyfishers
Crooked River Watershed Council
Deschutes River Conservancy
Economic Development for Central Oregon
Native Reintroduction Network
Portland General Electric
Trout Unlimited
Upper Deschutes River Coalition
Upper Deschutes Watershed Council
Water for Life
WaterWatch of Oregon

Federal Government
National Marine Fisheries Service
Natural Resources Conservation Service
U.S. Forest Service
U.S. Fish and Wildlife Service
U.S. Bureau of Reclamation

Water Providers
Avion Water Company
Deschutes Valley Water District
Terrebonne Domestic Water District

State Government
Oregon Department of Environmental Quality
Oregon Department of Fish and Wildlife
Oregon Water Resources Department

b. One representative or alternate from each member organization will sit at the table, participate in the discussion, and participate in decision-making. The representative at the table may call on her or his alternate to speak when that representative is recognized by the Chair or Facilitator.

c. Subgroup Members
Subgroups may include Steering Committee members as well as others who have relevant expertise and/or interest in the topic or geography.

4. Decision-Making

a. Steering Committee

Goal

i. The goal of the Steering Committee decision-making process is to promote completion of the Basin Study as described in the Purpose statement in Section 1 above, to be open and inclusive, and to encourage diverse viewpoints.

Consensus Decision Rule

ii. The Steering Committee operates by consensus. No member has the authority to make decisions for the Steering Committee. In the spirit of collaboration, Steering Committee members agree to do their best to meet the interests of all members.

iii. No formal votes will be taken. Each member organization receives one set of red, yellow, and green cards at each Steering Committee meeting. When asked by the Chair or Facilitator to indicate their level of agreement for a proposal, members will hold up one card. The green card indicates the member fully supports the proposal, the yellow card indicates that the member can accept the proposal, and the red card indicates that the proposal is not acceptable because the member has serious reservations.

iv. Consensus means that no more than one member holds up or sends in a red card, after every attempt has been made to address the concerns of all members.

v. Only consensus agreements will move forward under the Basin Study. (See the exception under 4.a.x).

Absences

vi. If a decision is made at a Steering Committee meeting from which a member(s) was absent, the Facilitator or Process Co-Coordinator will send the decision language to absent member(s) via email within five working days after the meeting, with a deadline of five additional working days to respond with a virtual green, yellow, or red card. At the close of the response period, the Facilitator or Process Co-Coordinator shall report the results to all members of the Steering Committee.

Addressing Disagreement

vii. When a member holds up a yellow or red card in a meeting, the group will immediately or as soon as possible make every attempt to address the member's concerns. When a member who was absent sends in a virtual yellow or red card, the group will make every attempt to address the member's concerns at its next meeting or via email. In either

case, all Steering Committee members will make every effort to offer alternatives satisfactory to all members.

viii. If further discussion does not resolve the concerns expressed, the Chair can appoint a small group to address the concerns outside the meeting and attempt to reach agreement on a proposal for the full group to consider. The Chair can request that the Facilitator to work with the small group.

ix. In the rare instances when a final decision is made with a member showing a red card, that person will be invited to write up her or his concerns so they can be included in the minutes.

Special Circumstance

x. For grant administration and fiscal decisions made by the DBBC, if:
   - the Steering Committee is unable to reach consensus on an item, and there is an upcoming deadline that makes a decision on that item urgent, and
   - if action is not taken on that item by that deadline, the DBBC would be in violation of the terms of one or more of its funding agreements that would put it in jeopardy of violating its fiduciary responsibility as fiscal agent, or the DBBC would be put in a position of having to repay grant funds already disbursed,

   then the Reclamation Study Manager will be asked to help the Steering Committee address that item. If the Reclamation-facilitated process is not successful, the DBBC, only after giving notice to the full Steering Committee with as much advance notice as possible, will make the decision regarding that item. In its deliberation, the DBBC will consider all points of view that were expressed on the subject by Steering Committee members. The Steering Committee anticipates that this clause will be used rarely, if at all.

b. Subgroups
   i. Subgroups operate by consensus, with the same definition of consensus as described above in 4.a.iv.
   ii. No member has the authority to make unilateral decisions for the Subgroup.
   iii. No Subgroup has the authority to make decisions for the Steering Committee.
   iv. If a Subgroup is unable to agree on a proposal, it can send alternatives to the Steering Committee for a decision.

5. Roles and Responsibilities

a. Steering Committee and Subgroup members agree to:
   i. Attend meetings, or arrange for another representative of the organization to attend, as much as possible.
   ii. Fully participate in meetings and articulate the views of their organization and constituents. (Constituents are stakeholders, members, or board members of an organization; or colleagues, subordinates, and superiors at an agency.)
   iii. Keep their constituents fully informed about the deliberations and actively seek their input, so they can understand and support the decisions made by the group.
   iv. Strive to bridge gaps in understanding, seek creative resolution of differences, and commit to the goal of achieving consensus.
   v. Be willing to engage in respectful, constructive dialogue with other members.
   vi. Recognize that open discussion is vital to a collaborative process, and commit to expressing their views and concerns in advance of a decision being made.
   vii. Arrive at the meetings fully prepared to discuss items on the agenda. Preparation includes reviewing meeting notes and other materials sent in advance.

viii. Support any consensus decisions made, and refrain from negative comments about items that were agreed to by consensus.
ix. Bring copies of their meeting agenda and materials to the meetings to save on copying expenses.
x. Comply with the provisions of this Charter, and help remind others of its provisions to encourage compliance by everyone.

b. Members of the public
   i. Steering Committee meetings are open to the public. Anyone is welcome to attend and observe the meetings.
   ii. Seating away from the table will be provided for members of the public.
   iii. At designated times during meetings, members of the public may be invited to address the Steering Committee. The Steering Committee may also elect to solicit written comments from the public.
c. Steering Committee Chair (as chosen by the Steering Committee)
   i. Presides over Steering Committee meetings.
   ii. Is a member of the Planning Team.
d. Process Co-Coordinator (as appointed by the Steering Committee)
   i. Is a member of the Planning Team.
   ii. Invites representation and participation from all interests.
   iii. Sets meetings and circulates agendas and other meeting materials in coordination with the Chair.
   iv. Coordinates Subgroups and their meetings, including coordinating technical input and recommendations from Subgroups.
   v. Coordinates with stakeholders as necessary.
e. Technical Co-Coordinator (as appointed by the Steering Committee)
   i. Is a member of the Planning Team.
   ii. Generates draft technical documents for consideration by the Steering Committee, such as the Letter of Interest, Proposal, and Plan of Study.
   iii. Assists the Chair with communications with Reclamation.
f. Facilitator (as appointed by the Steering Committee)
   i. Is a member of the Planning Team.
   ii. Assists in addressing conflict between and among Steering Committee and Subgroup members, during and between meetings.
   iii. Facilitates Steering Committee meetings and, as requested, Subgroup meetings.
   iv. While facilitating meetings, may ask questions and follow up.
   v. Keeps notes on flipchart paper or on screen to ensure that decisions being made are clear to everyone.
   vi. Generates draft meeting notes for review by the Steering Committee, ensuring they include key points of discussion as well as items of agreement and disagreement.
   vii. Keeps a “parking lot” for issues that are not addressed in a meeting.
   viii. Assists in building consensus among members.
   ix. Reminds members of the provisions of this Charter to encourage compliance.
   x. Serves as a confidential channel of communication for members and observers who wish to express views and do not wish to address the full group.
   xi. Advocates for a fair, effective, and credible process, while remaining completely neutral as to the outcome of the deliberations.

6. Communication

a. Steering Committee and Subgroup members agree to:
   i. Recognize that all members bring with them their own legitimate purposes and goals from their perspective or on behalf of their organizations.
   ii. Recognize the legitimacy of the goals of others, and assume that their goals will also be respected.
   iii. Get curious, instead of irritated, when someone says something they disagree with.
   iv. Listen carefully; ask questions to understand and to get others' perspectives.
   v. Make statements to explain or educate, and help others understand their perspective, assumptions, reasoning, and intent.
   vi. Share all relevant information.
   vii. Use specific examples and make sure everyone agrees on the meaning of important words.
   viii. Request a break if needed. Stakeholder groups can request a break in order to caucus among themselves.
   ix. Avoid engaging in side conversations and working on email or texting during meetings.
   x. Bring it up at a meeting, or talk privately with the Chair or Facilitator, if they are having difficulty with another member or with the process.

b. Other communication
   i. Steering Committee and Subgroup meetings are open to the public and are noticed to Steering Committee members, Subgroup members, and others who indicate an interest.
   ii. Steering Committee and Subgroup final meeting notes will be sent to all Steering Committee and Subgroup members and other interested parties.
   iii. Draft Steering Committee meeting notes, including a list of those who attended, will be sent to all Steering Committee members after each meeting. Approval of the notes will occur at the following meeting, with changes made by consensus of the Steering Committee.
   iv. Draft Subgroup meeting notes, including a list of those who attended, will be sent to that Subgroup's members after each meeting. Approval of the notes may occur via email.

7. News Media

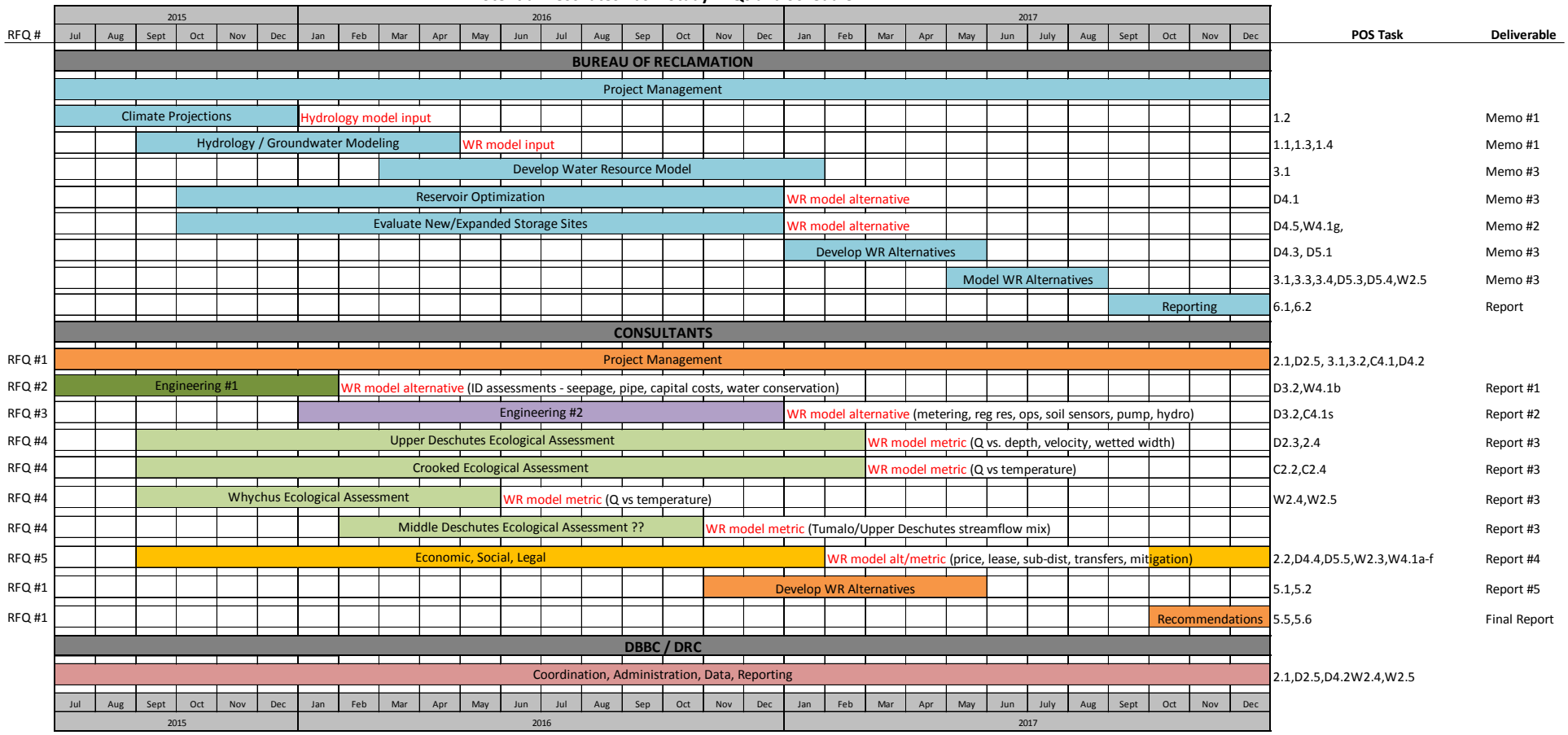
a. All meetings are open to the news media.
b. Outside of meetings, members are free to make statements to the media regarding their own opinions and consensus decisions by the Steering Committee; however, they agree not to attribute statements to others involved in the process or represent others' interests.
c. If members of the media interview Steering Committee or Subgroup members, those Steering Committee or Subgroup members are encouraged to alert the Steering Committee through the Process Co-Coordinator or Facilitator. They are also encouraged to recommend that the reporter talk to the Steering Committee Chair, provide the Chair's phone number, and notify the Chair.
d. If an article or report appears that misquotes or inaccurately represents a member, that individual should inform the group of that occurrence as soon as possible.

8. Changes to the Charter

This Charter can be amended at any time by consensus decision of the Steering Committee.

ATTACHMENT C: POTENTIAL DESCHUTES BASIN STUDY RFQ'S AND SCHEDULE

Potential Deschutes Basin Study RFQs and Schedule



ATTACHMENT D: THE DRAFT DESCHUTES QUESTIONS

Key Questions for Basin Study Analysis

1. How will the flow regime in the Upper Deschutes need to be altered in order to create the conditions for effective habitat restoration and the re-establishment of functioning ecological processes? How much water is needed? When is it needed?
   RFQ #4

2. If the State's instream water rights (or the water volume required to restore ecological processes) are fully served, what magnitude of water shortages would occur for irrigators in wet, normal and dry years?
   WR modeling

3. What operational, policy, market-based and infrastructure strategies could be employed to address the shortages in wet, normal, and dry years?
   RFQ #3, RFQ #5

4. What do irrigation districts need to do in order to deliver, on average, a lower volume of water to a similar number of acres within the entire extent of their geographic boundaries?
   RFQ #2, RFQ #3, RFQ #5

5. What operational changes should be investigated? Reservoir optimization, improved measurement, telemetry, irrigation scheduling, deficit irrigation, tail water pumping? Others?
   RFQ #2, RFQ #3

6. What system infrastructure changes should be investigated? Reregulating reservoirs, canal lining and piping, inter-district connections? Others?
   RFQ #2, RFQ #3

7. What kind of policy/pricing/market-based approaches should be investigated? Rural and urban sub-districts, demand-based deliveries tied to crop use, tiered pricing, water management agreements (forbearance, bypass, instream), and water transactions (instream leasing, inter-district and instream transfers)? Others?
   RFQ #5

8. What new large infrastructure should be investigated? New reservoirs? Increased storage capacity or existing storage capacity redistributed in new facilities?
   BOR Storage Assessment, WR modeling

9. How would one employ these strategies (#5-#8) to solve the imbalances created in #2 with limited resources? $25 million, $50 million, $75 million, $100 million?
   RFQ #1, WR modeling, Final Report

10. What economic benefits accrue to districts from the employment of these strategies (#5-#8)? Improved water reliability (affecting crop selection, timing and farm net revenue) for commercial farmers, hydropower revenue generation, reduced pumping costs, reduced operations and maintenance costs?
    RFQ #2, RFQ #3, RFQ, #5, WR modeling

11. How can water maintained instream to meet the instream flow requirements be used to meet the groundwater mitigation needs of municipalities and other groundwater users?
    RFQ #5